

## Scope of Work (revised)

### The Great California Delta Trail Blueprint Report for Sacramento, San Joaquin, and Yolo Counties

#### **Background**

Senate Bill 1556 (Torlakson) signed by Governor Schwarzenegger in September 2006, directed the Delta Protection Commission (Commission) to prepare a plan for the Great California Delta Trail (Delta Trail) System:

*...the Commission shall develop and adopt a plan and implementation program, including a finance and maintenance plan, for a continuous regional recreational corridor that will extend around the ...delta, including, but not limited to, the delta's shorelines in Contra Costa, Solano, San Joaquin, Sacramento, and Yolo Counties. This plan shall link the San Francisco Bay Trail system to the planned Sacramento River trails in Yolo and Sacramento Counties. This plan shall include a specific route of a bicycling and hiking trail, the relationship of the route to existing and proposed park and recreational facilities and land and water trail systems, and links to existing and proposed public transportation and transit.*

Throughout Delta Trail planning, the Commission can play a role as a facilitator organization, working closely with local governments, as well as representatives from diverse groups in each county including habitat, agriculture, business, and recreation organizations, to ensure that Delta Trail planning is closely aligned with the varied interests, capabilities and infrastructure of each county. Existing public lands will be identified as key places for Delta Trail implementation. The Commission does not support the use of eminent domain; however, tools such as fee purchases, easements, licenses and MOUs can be explored to acquire property access in relevant areas, with the consent and involvement of willing landowners. Water trails will also be a key component of the Delta Trail system, and can be a viable option to ensure trail continuity in places where land trails are not feasible. Sensitive habitat and wildlife areas will not be adversely affected by the trail. Buffer zones will be implemented between the trail and places with sensitive wildlife habitat and private uses.

#### **Work Completed**

Blueprint Reports were identified as the first step in the planning process, prior to developing a master plan for the Delta Trail system. *The Great California Delta Trail Blueprint Report for Contra Costa and Solano Counties* (hereafter referred to as *The Blueprint Report for Contra Costa and Solano*) was approved by the Commission in

September 2010. The process included input from Stakeholder and Technical Advisory Committees (SAC and TAC, respectively) to best utilize local interests and expertise.

### **Next Steps**

Development of *The Great California Delta Trail Blueprint Report for Sacramento, San Joaquin and Yolo Counties* (hereafter referred to as *The Blueprint Report for Sacramento, San Joaquin, and Yolo*) is being initiated by Commission staff using *The Blueprint Report for Contra Costa and Solano* as a model. This Scope of Work outlines the necessary tasks to complete this document and present it for adoption by the Commission; as well as the Boards of Supervisors for Sacramento, San Joaquin, and Yolo Counties. Attachment 1 is a relative timeline for the work outlined in this document

### **Partners**

#### **National Park Service - Rivers, Trails, and Conservation Assistance Program**

The Commission received in-kind assistance from the National Park Service through the Rivers, Trails, and Conservation Assistance (RTCA) program. An additional 160 hours of assistance were awarded for the 2012 fiscal year, and the Commission can reapply for RTCA technical assistance for the 2013 fiscal year. RTCA supports community led natural resource conservation and outdoor recreation projects by providing technical assistance for projects which conserve rivers, preserve open space, and develop trails and greenways.

As part of the RTCA grant application, a number of organizations provided letters expressing support and explaining the ways in which the organizations would work in partnership with the Commission on various tasks of *The Blueprint Report for Sacramento, San Joaquin, and Yolo*. Early on in the process, Commission staff will hold kickoff meetings to discuss the relevant project task(s) with each of the partner organizations. The organizations are summarized below, and the full letters of support/commitment can be viewed at:

[www.delta.ca.gov/RTCApartnershipandsupportletters.htm](http://www.delta.ca.gov/RTCApartnershipandsupportletters.htm)

#### **California Delta Chambers and Visitors Bureau**

The California Delta Chambers and Visitors Bureau is a local organization with a membership of over 400, who undertake projects to market the Delta, advertise local businesses, and develop maps which link many of the Delta's economic and recreational resources.

#### **City of Sacramento**

The City of Sacramento (City) is located in the northern portion of the Delta. The City hopes that the Delta Trail will eventually link and overlay onto the Sacramento River Trail System.

### **Counties of Sacramento, San Joaquin, and Yolo**

The Delta portions of these three counties contain valuable natural habitat, productive farmland, idyllic waterways, historic communities, and more. As each county has different environmental considerations and public policies which are relevant to trail planning, it is important to work with the counties early on in the process to ensure that trail planning is closely aligned with the local opportunities and constraints.

### **Recreational Boaters of California**

The Recreational Boaters of California is an advocacy group, with 40+ years of service, involved in the protection of the rights of boaters to enjoy their choice of recreation, as well as protection of the environment.

### **Sacramento-San Joaquin Delta Conservancy**

The Delta Conservancy was created to act as a primary state agency to implement ecosystem restoration in the Delta and also support efforts that advance environmental protection and the economic well being of Delta residents.

### **Task Descriptions**

This section explains the tasks that will be undertaken as part of this process. Commission staff will conduct all tasks or serve as the facilitator to ensure the completion of tasks that involve partners. The tasks which will include RTCA assistance include a note stating that underneath the task description.

#### **1) Kickoff meetings with partners**

Conference calls will be conducted with staff or representatives from each of the project partners. The objective of these calls will be to go over this scope of work to ensure that partners have an understanding of the project as a whole and discuss the specific tasks which the organizations agreed to undertake in their commitment letters. These calls will also be an opportunity for the partners to provide any input or suggestions on this process.

#### **2) Kickoff meetings with County Parks departments**

Meetings will be scheduled with the Parks Departments from Sacramento, San Joaquin and Yolo Counties. The objectives of these meetings will be to discuss the Blueprint Report process, and the Commission's role in Delta trail planning and facilitation.

### **3) Delta Trail Public Informational Update**

A public meeting will be held to give an informational update to anyone interested persons about the Delta Trail planning process. Topics will include general info about the Delta Trail, benefits of a regional trail system, comparable case studies of regional trail systems, an outline of a finished blueprint report, and further opportunities for public involvement.

*Involves RTCA assistance*

### **4) Form a Technical Advisory Committee (TAC) and a Stakeholder Advisory Committee (SAC)**

Committee memberships will be modeled after the TAC and SAC that were developed for *The Blueprint Report for Contra Costa and Solano*, as outlined in the document's credits. Attachment 2 includes the criteria definition for the TAC and SAC, as well as a list of organizations who will be invited to be represented on the committees.

### **5) GIS data**

GIS data collection and mapping will be conducted in a manner similar to what was done for *The Blueprint Report for Contra Costa and Solano* which included an inventory of collected GIS layers and county maps which were created utilizing GIS software. Commission staff will determine what GIS layers are necessary for this process and work with relevant partners to obtain the GIS layers. Commission staff will then produce GIS maps for each of the three counties and develop an inventory list of all the data, with sources and descriptions.

### **6) Conduct policy reviews**

*The Blueprint Report for Contra Costa and Solano* includes a policy review in Chapter 6, as well as a more detailed review in Appendix B. A similar review of relevant planning and policy documents will be conducted for Sacramento, San Joaquin, and Yolo Counties.

*Involves RTCA assistance*

### **7) Funding Opportunities**

Chapter 10 of *The Blueprint Report for Contra Costa and Solano* describes funding opportunities, and Appendix E is a Funding Opportunities Matrix. These sections should be updated for *The Blueprint Report for Sacramento, San Joaquin, and Yolo* to reflect both current funding opportunities, as well as county-specific opportunities.

*Involves RTCA assistance*

### **8) Hold TAC and SAC workshops to discuss visions/goals and opportunities/constraints**

A SAC and a TAC workshop will be held in each of the three counties to discuss visions/goals and opportunities/constraints. The GIS maps developed in step 4 will be

presented to the TAC and SAC and for informational purposes on existing trails in the region. The vision and goals which are outlined in chapter two of *The Blueprint Report for Contra Costa and Solano* will be used as a basis to develop the vision and goals for *The Blueprint Report for Sacramento, San Joaquin, and Yolo*.

*Involves RTCA assistance*

#### **9) Public workshop to discuss visions/goals and opportunities/constraints**

A public workshop will be held in a location which is accessible and central for Delta region residents of Sacramento, San Joaquin, and Yolo Counties. The GIS maps developed in step 4 will be presented to the Public for informational purposes on existing trails in the region. The vision and goals which were developed in step 8 will be presented to meeting attendees for their consideration and possible modification.

*Involves RTCA assistance*

#### **10) Descriptive settings**

The descriptive settings section of the document, based off of Chapter 3 of *The Blueprint Report for Contra Costa and Solano*, will discuss the region's communities, agriculture, recreation, and existing and planned trails (including the GIS maps that were developed in step 4).

#### **11) Prepare draft blueprint**

Many of the sections in *The Blueprint Report for Contra Costa and Solano* could be incorporated into *The Blueprint Report for Sacramento, San Joaquin, and Yolo* with few or no revisions. These sections include: 4) Technical Issues, 5) Best Practices, 7) Action Plan, 8) Outreach and Engagement, 10) Funding opportunities, Appendix A) Summary of SB 1556, Appendix C) Technical Issues Analysis, and Appendix D) Best Practices Analysis. Commission staff will review these sections, revise if necessary, and incorporate into *The Blueprint Report for Sacramento, San Joaquin, and Yolo*. Work completed in previous steps of this process including the Visions/Goals, Setting, Policy Reviews, Potential Trail Concepts, Existing Policy Analysis, GIS Mapping Summary, and Funding Opportunities will be written up and incorporated into this draft. Commission staff will review and modify the document to ensure a consistent writing style throughout its entirety.

#### **12) Circulate draft document for public comment**

Once a draft of *The Blueprint Report for Sacramento, San Joaquin, and Yolo* is complete it will be posted to the Commission's website and circulated for a 60 day public comment period. Commission staff will send the document out to the Commission's interested parties email list and ask interested parties to forward it on to their own mailing lists or any other interested persons. Partners who have committed to assist with outreach will also be asked to forward the document to their email lists. Commission staff will also ask staff from Sacramento, San Joaquin, and Yolo Counties, as

well as staff from the cities within the counties that may be affected by the project, to forward it to relevant organizations within their jurisdictions such as Parks and Recreation Commissions and recreational agencies.

**13) Discuss draft document at TAC/SAC workshops**

During the 60 day public comment period, TAC and SAC workshops will be held to discuss the draft document in each of the three counties.

**14) Present draft blueprint report to Commission**

During the 60 day public comment period, the document will be presented at a Commission meeting to receive input from the Commissioners and interested members of the general public.

**15) Discuss draft document at public workshop**

During the 60-day comment period, a public workshop will be held somewhere in the Delta portion of Sacramento, San Joaquin, or Yolo counties. This public workshop will consist of a presentation on the draft document, and allow time for members of the public to comment on any aspects of the draft document.

**16) Produce final document**

Based on input received from the general public, TAC and SAC, and the Commission, a final document will be produced.

**17) Present final document to Commission for adoption**

Once the Blueprint Report is completed, it will be presented to the Commission for consideration to adopt.

**18) Present final document to Counties for adoption**

Once adopted by the Commission, Commission staff will work to schedule presentations to each of the three county Board of Supervisors for their consideration to adopt.

## Attachment 1 - Relative Timeline\*

		2012																2013																																			
		June				July				August				September				October				November				December				January				February				March				April				May				June			
	Task	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4								
1	Kickoff meetings with partners																																																				
2	Kickoff meetings with County Parks departments																																																				
3	Delta trail public informational update																																																				
4	Form a Stakeholder Advisory Committee (SAC) and a Technical Advisory Committee (TAC)																																																				
5	GIS Data																																																				
6	Conduct policy reviews																																																				
7	Funding Matrix (update)																																																				
8	Hold TAC and SAC workshops to discuss visions/goals and potential trail concepts																																																				
9	Public workshop to discuss visions/goals and potential trail concepts																																																				
10	Descriptive settings																																																				
11	Prepare draft blueprint																																																				
12	Circulate draft document for public comment																																																				
13	Discuss draft document at TAC/SAC workshops																																																				
14	Present draft blueprint report to Commission																																																				
15	Discuss draft document at public workshop																																																				
16	Produce final document																																																				
17	Present final document to Commission for adoption																																																				
18	Present final document to Counties for adoption																																																				

\*Dates are approximate and may change due to schedules of the project partners

## Attachment 2

### TAC Criteria Definitions

Criterion	Definition
<b>Jurisdiction</b>	Agencies with jurisdictional authority over Delta primary or secondary zone lands and/or resources.
<b>Geographic Coverage</b>	Agencies providing coverage of a specific geographic territory or specific resource management issue that is not adequately covered by another agency.
<b>Technical Expertise</b>	Individuals' technical expertise to review and evaluate concepts and alignments for the Delta Trail network that are feasible within the Delta environmental, infrastructure and agricultural framework.
<b>Implementation Capacity</b>	Agencies with ability to implement the Delta Trail as a grant recipient, lead agency for design and engineering, lead agency for construction, and potential lead agency for future management and maintenance.

### TAC members to be invited

Rails to Trails

U.S. Army Corps of Engineers

U. S. Fish and Wildlife Service (Stone Lakes National Wildlife Refuge)

California Department of Boating and Waterways

California Department of Fish and Game

Caltrans

California Department of Water Resources

California State Lands Commission

California State Grange

California State Parks

California Conservation Corps

Nature Conservancy

Sacramento San Joaquin Delta Conservancy

Sacramento Area Council of Governments

San Joaquin Council of Governments

South Delta Water Agency

Central Delta Water Agency

North Delta Water Agency

Sacramento County Community Planning and Development Department

San Joaquin County Community Development

Yolo County Planning and Public Works

Sacramento County Department of Transportation

Sacramento County Regional Parks



San Joaquin County Parks and Recreation  
 Yolo County Parks Division  
 San Joaquin County Public Works  
 Sacramento County Farm Bureau  
 San Joaquin County Farm Bureau  
 Yolo County Farm Bureau  
 Sacramento County Sheriff's Department  
 San Joaquin County Office of the Sheriff  
 Yolo County Sheriff-Coroner  
 Sacramento County Department of Water Resources  
 San Joaquin County Water District  
 Yolo County Water District  
 City of Sacramento  
 City of Isleton  
 City of Stockton  
 City of Tracy  
 City of Lathrop  
 City of West Sacramento  
 Hart Restoration

#### **SAC Criteria Definitions**

<b>Issue Knowledge</b>	Agencies and organizations with identifiable expertise or established participation in Delta policy making in a key issue area including business, recreation, agriculture, environmental and transportation planning issues.
<b>Geographic Coverage</b>	Agencies and organizations with their base of operations and primary membership or constituency in the Delta Trail planning area and providing coverage of a specific geographic territory or specific resource management issue that is not adequately covered by another agency.
<b>Technical Expertise</b>	Individuals with technical expertise to assist the DPC in identifying key public policy issues, funding issues, administrative and finance issues or and ability to assist in developing a strategy to address through the Delta Trail plan.
<b>Capacity</b>	Agencies, groups or organizations with and established regional role, membership base, and history of effective public policy advocacy and understanding.

#### **SAC members to be invited**

Representative, Assembly District #8  
 Representative, Assembly District #16  
 Representative, Senate District #5

Heritage Trails  
San Joaquin River Partnership  
Friends of the Great California Delta Trail  
Mokelumne Coast to Crest Trail Council  
Walk Across California  
Northern California Marine Association  
Recreational Boaters of California  
Delta Web/Delta Chamber  
Discover the Delta Foundation  
Restore the Delta  
Sacramento County Agricultural Commission  
San Joaquin County Agricultural Commissioner's Office  
Yolo County Department of Agriculture  
Sacramento County Park and Recreation Commission  
San Joaquin County Parks and Recreation Commission  
Yolo County Parks Advisory Committee  
Sacramento Transportation Authority  
Yolo County Transportation Advisory Committee  
Old Sugar Mill  
Delta Daze Inn Bed & Breakfast  
Central Valley Farmland Trust  
Yolo Land Trust  
The Trust for Public Lands  
Sierra Club, Delta Chapter  
Yolo Basin Foundation  
Audubon California  
Wilson Vineyards  
Locke Management Authority  
Delta Citizens Municipal Advisory Council  
Clarksburg Advisory Committee